

Position Description



Position Title	Senior Commercial Analyst
Position No	00070478
Delegation Level	006
Job Designation	Analyst
Organisational Unit	Regional Strategy and Planning Regional Assets
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Member/Tech Prof
Shiftworker	No
Classification (Range)	AS6 .1 - AS6 .4
Pay Scale Type	ASPT
Reports to Position	Manager Capital Investment and Planning

QUEENSLAND RAIL VALUES:

- 1 Queensland Rail - We do better together
- Treat others with respect - We appreciate everyone's contributions and differences
- Empower our people - We have confidence in our people
- Act Safely - We work safe, to go home safe
- Make a positive difference - We learn from today, to improve tomorrow

Position Purpose

To support the Manager Capital Investment & Planning with the development and implementation of comprehensive asset management plans, implementation of capital approvals governance and the delivery of high quality business cases for Queensland Rail SEQ Assets.

Position Responsibilities

1. Participate as a member of the Capital Investment & Planning team to support the delivery of capital programs for Queensland Rail SEQ Assets.
2. Support the Manager Capital Investment & Planning in providing asset plan development, capital program governance and investment submission development for Queensland Rail SEQ Assets.
3. Assist with development of Service Investment Plans for SEQ service segments that demonstrate prioritised allocation of investment that best supports realisation of corporate strategic outcomes, within funding and resourcing constraints, through an appropriate balance and consideration of service level requirements and asset maintenance, renewal, and future capacity demands.
4. Produce high quality investment submissions for Queensland Rail SEQ Assets which reflect organisational and functional strategies and priorities and support the achievement of Corporate Plan capital expenditure targets.
5. Support the Manager Capital Investment & Planning in the implementation of the governance of the capital planning and approvals framework for Queensland Rail SEQ Assets, including processes relating to capital plan development and administration, business case development, reporting internal project approvals and funding approvals under the Transport Service Contract with government.

Position Description



6. Develop and maintain strong working relationships with key stakeholders within Queensland Rail's SEQ and corporate business groups in order to ensure a common understanding of SEQ Assets and organisational asset management priorities and to expedite targeted outcomes within the context of the organisation's governance frameworks.

Additional Factors

The appointee will be required to :-

- Comply with Queensland Rail's Code of Conduct;
- Observe all legal and safety obligations of the organisation;
- Operate in an environment requiring considerable initiative and independent judgement to achieve business goals whilst receiving broad guidelines from senior management;
- Participate in Queensland Rail's People Performance Review (PPR) process;
- Undertake further training as required;
- Work in an indoor and outdoor environment.

What is the key selection criteria

1. High level of skill in effectively gathering, analysing, documenting interpreting and reporting on financial and non-financial data.
2. High level of interpersonal, consultation, negotiation and relationship building skills that build and sustain productive relationships and partnerships with stakeholders.
3. High level of skill in financial modelling of investment options to inform the identification of commercially viable and valuable solutions.
4. High level of skill in program, project and investment governance activities, focused on coordinated approval and delivery of complex projects within tight timeframes.
5. High level of skill in operating in a demanding and dynamic work environment and dealing with conflicting priorities to achieve results.
6. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours.

Pre-employment Checks:

Not Applicable

Mandatory Qualifications (If not already held, I will gain these when in position)

- 40007588 Wunya Induction
- 40001627 Building Emergency Procedures
- 40010410 Safety Comes First Always Workshop

Enterprise Qualifications (If not already held, I will gain these when in position)

- 40009601 Code of Conduct Refresher
- 40013480 Fraud Awareness Induction
- 40006537 Rail Safety Awareness

Health, Safety and Environment Responsibilities

Comply with the overarching document called Health, Safety and Environment Responsibilities MD-11-6843 located in the Safety and Environment Management System.

Position Description



Personal Protective Equipment needs:

High Visibility Clothing
Safety Footwear

Safety Publications

QR Electrification Safety Booklet
C.E.O.'s Safety Statement
C.E.O.'s General Safety Rules
Alcohol and Drugs

Please Note:

Queensland Rail has a random alcohol and other drug testing program.
Testing can occur anywhere, at any time, on any day.